

FINAL

**THE THIRD TAXING DISTRICT
NOVEMBER 15, 2004
REGULAR MEETING**

ATTENDANCE: David Brown, Chairman; Paul Coggin

STAFF: George Leary, General Manager

OTHERS: Attorney Larry Dennin; John Stoops, Treasurer

Mr. Brown called the meeting to order at 7:15 pm.

PUBLIC COMMENT

No members of the public wished to comment this evening.

APPROVAL OF THE MINUTES

**** MR. COGGIN MOVED APPROVAL OF THE MINUTES OF OCTOBER 18, 2004 AS AMENDED.**

**** MR. BROWN SECONDED.**

The following corrections were made:

Page one and throughout correct the spelling of Larry Dennin.

Page two, third bullet point change hearing to heating.

Page four, after the second motion it should be noted that Mr. Coggin suggested a summary table to track the performance of collecting outstanding debts.

**** MOTION PASSED UNANIMOUSLY.**

GENERAL MANAGER'S REPORT

Mr. Leary distributed his written report and gave more detail on the following items.

- Norden Generators

Mr. Brown indicated that he and Mr. Leary had met with Dori Wilson (Planning and Zoning) to try and have this item discussed at the next meeting on November 18, 2004; he reported that Ms. Wilson had requested additional information and they would not be on that agenda. The next meeting is December 9, 2004.

There was discussion of the fence surrounding the generator.

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Mr. Dennin stated that he would speak with Attorney Liz Suchy and Dori Wilson to obtain further information; he suggested that Mr. Coggin speak with Mike Greene at that point.

- Lease

Mr. Leary indicated that his biggest concern is pollution insurance.

Discussion ensued on different rates and carriers of insurance.

- Tax Audit

Mr. Leary said although this had taken a lot of time, it is looking like they will come out ahead.

- Pension Report

Mr. Leary distributed copies of the report noting that they could have the actuary come in to explain this in more detail.

- District Property

There was discussion on the property that the district maintains.

- Norden Cost Summary
- Payroll Line
- Power Cost Increase

There was discussion on the possibility of prices increasing.

Mr. Brown asked if the figure of 6% is something that they should expect.

Mr. Leary suggested a special meeting to discuss this item only.

- Light Bulb Program
- Insurance Renewal

Mr. Coggin suggested that Mr. Leary speak with Mr. Murphy to obtain an indication about rates for next year.

OPERATING REPORTS

Mr. Leary referred to the financial report as supplemental information; he indicated that it is hard to draw any conclusions at this time, as there are no good comparisons.

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There was discussion of the figures.

Mr. Coggin requested that the report be made landscape and to add two columns regarding the number of residential and commercial customers effected.

LINE CREW STAFF

Mr. Leary reported that they hope to run an advertisement for line crew staff.

There was discussion regarding an apprentice and the training requirements.

Mr. Leary indicated that the contractor crew started last week – he requested a minimum budget of \$50,000 for the next nine weeks.

Mr. Coggin referred to a motion made October 18, 2004 when \$45,000 had been approved; he suggested they add \$5,000 more.

**** MR. COGGIN MOVED TO APPROVE \$5,000 FOR THE OUTSOURCING OF LINEMEN TO COVER THE IMMEDIATE NEEDS DUE TO VACANCIES. (THE \$5,000 IS IN ADDITION TO THE \$45,000 APPROVED ON OCTOBER 18, 2004).**

**** MR. BROWN SECONDED.**

Mr. Leary said that this would only be enough to get them through to the beginning of January and suggested this be on the agenda for the next meeting.

**** MOTION PASSED UNANIMOUSLY.**

Mr. Leary added that the key to resolving the issue of finding linemen is to provide housing referring to the house on East House Avenue.

There was discussion on the pros and cons of housing staff.

Mr. Coggin indicated that they were not ready to vote on this item.

WORK PLAN DISCUSSION

Mr. Coggin referred to the three-page list asking for it to be summarized into fifteen strategic items including target dates.

Mr. Leary noted that there are a number of outstanding construction items on the list and suggested they hire a project manager to get the work done.

HOLIDAY LIGHTING CONTEST

Mr. Leary handed out the memo detailing the contest – he noted that this would be a fun way to get the community involved.

There was discussion on the judges, the coverage area and the prizes.

**** MR. BROWN MOVED APPROVAL OF THE HOLIDAY LIGHTING CONTEST AS OUTLINED IN GEORGE LEARY’S PROPOSAL WITH A BUDGET OF \$1450.**

**** MR. COGGIN SECONDED.**

**** MOTION PASSED UNANIMOUSLY.**

ACCOUNTING SERVICES ENGAGEMENT

**** MR. BROWN MOVED TO TABLE THE ITEM TO THE NEXT MEETING.**

**** MR. COGGIN SECONDED.**

**** MOTION PASSED UNANIMOUSLY.**

CONSERVATION & RENEWABLE ENERGY

Mr. Coggin indicated that he had a report relating to his recent trip to and this would be emailed shortly. After attending the conference Mr. Coggin suggested a contest regarding solar power for students to come up with a design and for the Third Taxing District to implement it. He referred to the back-up material outlining the concept.

Mr. Stoops noted his concern regarding the amount of money it would cost the District to implement the design.

Mr. Brown referred to the attachment regarding the availability of grants for solar systems; he indicated that this is counter-productive regarding the profits of the District.

AGENDA POLICY

Mr. Brown referred to several items regarding the agenda the amount of time staff has to post information after the meetings. He went over the suggested changes.

Mr. Coggin stated that he was not in support of the changes as written.

There was discussion on the various methods used to get the most urgent items posted on the agenda.

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COMMISSION MEETING SCHEDULE FOR 2005

Mr. Leary stated that they had attempted to follow the format of the previous year and had scrutinized the calendar for holidays etc.

**** MR. BROWN MOVED APPROVAL OF THE MEETING SCHEDULE AS AMENDED.**

**** MR. COGGIN SECONDED.**

It was agreed that the meeting on April 18, 2005 would be changed to April 19, 2005.

Mr. Coggin requested that the dates be posted on the website.

**** MOTION PASSED UNANIMOUSLY.**

Mr. Leary requested that an item regarding the firehouse be added to the agenda.

**** MR. BROWN MOVED TO ADD AN ITEM REGARDING THE FIRE HOUSE TO THE AGENDA.**

**** MR. COGGING SECONDED.**

**** MOTION PASSED UNANIMOUSLY.**

Mr. Leary indicated that he had had a meeting that day with Jack O'Donnell regarding the required repairs for plumbing.

Mr. Brown requested that three estimates be obtained for each item.

Mr. Dennin pointed out that in the lease there are specific paragraphs on who pays for what – he suggested that this be looked at before making any decisions.

ADJOURNMENT

**** MR. BROWN MOVED TO ADJOURN.**

**** MR. COGGIN SECONDED.**

**** MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 10:20 pm.

Respectfully submitted,

Kate Kye
Telesco Secretarial Services